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Charger-Sponsored Programs Administration Network

Life Cycle of a Grant: Post Award

Presented by:

Tessa L. Brown, Senior Accountant

De'Onah T. Norfleet, Accountant I

POST AWARD
Contract and Grants Accounting

PRE AWARD
Office of Sponsored Programs





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TEAM EFFORT!



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Project Set-up & Award Management



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Distribution

Receive distribution from OSP

Review the terms and conditions of the award

- When are the invoices/reports due?
- What is the format and type of reports?
- What are the Cost Share requirements?

Review the proposal budget

- What is allowable?

Setup award in Banner





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Kick-Off Meeting

- P.I.
- Budget Analyst
- C&G Accountant



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CONTRACTS AND GRANTS ROLES & RESPONSIBILITIES

- Prepare Invoices / Draw Funds
- Apply Cash
- Aging - follow up on outstanding receivables
- Leave and Residual Transfers
- Prepare Financial Reports
- Facilitate A-133 Audit
- Closeout



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Monitor Accounts

- **C&G - P.I. - Budget Analyst**
 - **Budget Statements**
 - Expenses
 - Spending within categories
 - **Labor Reports**
 - Authorized Personnel
 - Changes to proposed employees(TBD)



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Cost Share Tracking

Monitor/Analyze Cost Share monthly

- Is spending proportionate to award document?
- If charge is not allowable on sponsored research account, it is not allowable on cost share account

Is the Cost Share requirement being satisfied?

- If cost share is not satisfied, funds will be returned to the Agency





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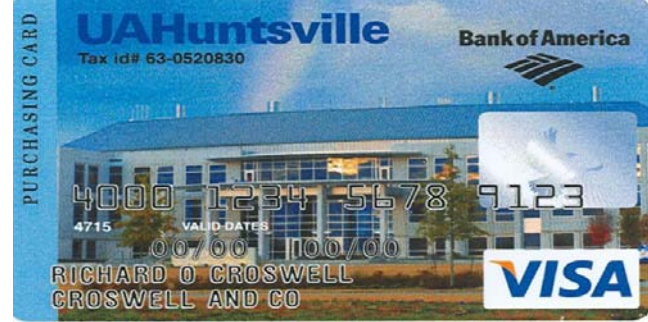
Purchasing

- **C&G reviews all purchasing requests for sponsored research and cost share accounts**
 - P-Cards: \$0 - \$2,999.99



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P-Card Procedures

- Email C&G Accountant with request to purchase
- Include:
 - Fund, Org, Account Code, Purchase Amount, Vendor Quote, Description of items being procured and how the purchase relates to the scope of work
- Accountant will 'Reply All' to approve/deny and cc: pcard@uah.edu
 - A copy of the receipt may be required if expense doesn't match the original request.



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Requisition Procedures

- **Prepare Requisition - Obtain Req Number**
- **Email C&G Accountant supporting documents with Req number in subject line**
 - Vendor quote
 - Tangible Property Form if necessary
 - Subcontract Memo if necessary
- **Accountant will 'Reply All' to approve/deny and cc: purch@uah.edu**



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Award Closeout



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60 Days!

- C&G will notify P.I. of awards ending within 60 days
 - Yellow Letters - award ending in 60 days
 - Red Letters - award has ended
- All items to be procured should be requested prior to 60 days of the end date of your award
 - Some Exceptions: Rent or lease payments
- A risk memo, pending a POP extension must be completed if you aren't positive the items will be received by the end date of the award
- Please do not wait until the award has ended to request a NCE



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Review Expenditures

- Are expenses within POP?
- Are all charges allowable?
- Corrections Needed?

Prepare and Submit Final Invoices and Financial Reports

- C&G provides Final Invoice notification to dept
- Final reports for accounts on risk will be submitted at the time they're due.

Close all open Commitments

- Contact Purchasing

Receive Final Payment

- The award will be closed out in Banner within **90 days** of the end date.







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Hot Topic #1



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Cost Transfers

*Transfer
Authorizations*



*Retroactive
Payroll*

CONTRACTS AND GRANTS

CONTRACTS AND GRANTS

Staff

Responsibilities

Agency Distribution

Reporting

Resources

Policies and Procedures

Effort Reporting Policy

Cost Share Policy

OMB Uniform Guidance

Recharge/Service Center Policy

Cost Policy



Welcome to the University of Alabama in Huntsville, Office of Contracts and Grants Accounting.

Mission

The Mission of Contracts and Grants Accounting is to maintain and continuously enhance an effective management system to monitor financial compliance required by federal, state, and local governments, and private agencies for all sponsored projects awarded to the University of Alabama in Huntsville.



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Transfer Authorizations

Expenses Split between more than one award

- Show allocation method
 - P.I. should use best effort
- Show proportional benefit and interrelatedness of the awards

The University of Alabama in Huntsville
TRANSFER AUTHORIZATION Example

The account code is needed for both orgs listed.

TRANSFER COST:

DATE: January 30, 2015

TO:

| |
|---------------------------|
| BUDGET UNIT TO BE CHARGED |
| C&G Example |

| |
|---------------|
| INDEX NUMBER |
| 303002 - 7722 |

FROM:

| |
|----------------------------|
| BUDGET UNIT TO BE CREDITED |
| UAH Scholarships |

| |
|---------------|
| INDEX NUMBER |
| 209001 - 7722 |

| QUANTITY | DESCRIPTION | Unit Price | Total Amount |
|----------|------------------------------------|------------|--------------|
| | Tuition & fees for spring semester | | \$ - |
| | | | \$ 5,314.12 |
| | | | \$ - |
| | | | \$ - |
| | | | \$ - |
| | | | \$ - |
| | | | \$ - |
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| | | | \$ - |
| | | | \$ - |
| | | | \$ - |
| TOTAL | | | \$ 5,314.12 |

1. Is the cost allowable?
2. Was the transfer made "promptly" within 90 days of the original transaction posting in banner? Refer to cost policy.
3. Is there budget available?

This amounts needs to be supported by banner print outs

Signature authority must be in the database for the budget unit charged and budget unit credited.

Approvals

I certify that:

- the expenses indicated hereon were incurred by me in the performance of official University of Alabama in Huntsville business pursuant to authority granted to me.
- I have not been and will not be reimbursed for any of these expenses by any other entity
- there are no alcoholic beverages included in these expenses
- I agree to the rate at which I am being reimbursed
- this voucher has been completed in compliance with University of Alabama in Huntsville policies and no expenses included herein have been previously submitted.

| | | | |
|--------------|--|-------|--|
| _____ | _____ | _____ | |
| Printed Name | Budget Unit Charged | Date | |
| ----- | | | |
| _____ | _____ | _____ | |
| Printed Name | Budget Unit Credited | Date | |
| ----- | | | |
| _____ | _____ | _____ | |
| Printed Name | Contracts & Grants Accounting (Required if contract or grant) | Date | |



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Retroactive Payroll Adjustments

When labor reports are reviewed after each pay period, corrections are able to be processed within 28 days which requires no approval from C&G.

After 28 days, a justification and C&G approval is required.



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Hot Topic #2



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Requisitions



Requisition Header

| | | | | | |
|----------------|---|------------------------------|---------------|---------------------|-------------|
| Requisition | Order Date | Trans Date | Delivery Date | Print Date | Total |
| R0075365 | Jan 14, 2015 | Feb 02, 2015 | Feb 14, 2015 | | 700.00 |
| Origin: | SELF_SERVICE | | | | |
| Complete: | Y | Approved: | Y | Type: | Procurement |
| Cancel Reason: | | | | | Date: |
| Requestor: | Sandra K. Erickson | | 670001 | Rotorcraft Director | |
| Phone Number: | 256-824-6171 | | | | |
| E-mail: | ske0005@uah.edu | | | | |
| Accounting: | Document Level | | | | |
| Ship to: | UAH Central Receiving Bldg | | | | |
| | 301 Sparkman Drive | | | | |
| | Huntsville, AL 35899 United States of America | | | | |
| Attention: | Sandra K. Erickson | | | | |
| Contact: | | | | | |
| Phone Number: | | | | | |
| Vendor: | A25035409 | Accurate Machine & Tool Corp | | | |
| | 226 Celtic Drive | | | | |
| | Madison, AL 35758 | | | | |
| Phone Number: | 256-461-8063 | | | | |
| Fax Number: | 256-461-8502 | | | | |

Requisition Commodities

| Item | Commodity | Description | U/M | Qty | Unit Price | Ext Amount | |
|--------|-----------|------------------|-----|------|------------|------------|--------|
| | | | | Disc | Addl | Tax | Cost |
| 1 | RUSH | Please see quote | EA | 1 | 700 | 700.00 | |
| | | | | 0.00 | 0.00 | 0.00 | 700.00 |
| Total: | | | | | | 700.00 | |

Requisition Accounting

| Seq# | COA | FY | Index | Fund | Orgn | Acct | Prog | Actv | Locn | Proj | NSFSusp | NSFOvr | Susp | Amount |
|-------------------------------|-----|----|-------|-------|--------|------|------|------|------|------|---------|--------|------|--------|
| 1 | H | 15 | | 28388 | 675331 | 7458 | 20 | | | | N | N | N | 700.00 |
| Total of displayed sequences: | | | | | | | | | | | | | | 700.00 |

Grant: 28388

Proposal:

Grant Text Exists

Main

Grant Agency

Location

Cost Code

Personnel

Billing

User Defined Data

Effort Reporting

Pass Through Agency

Chart of Accounts:

Responsible Organization: 303002 Contracts & Grants Accounting

Long Title:

F/ODD/ARMY/SED/0001AF/AE/Unit Maintenance Aerial Recovery Kit (UMARK) Alternative Lift Study Phase 5 (Certification and

Title:

F/ODD/ARMY/SED/0001AF/AE/Unit M

Requires Effort Certification

Agency:

A25148078 ARMY/SED

Principal Investigator ID:

A00086549 Carter, Jason W.

Project Start Date:

11-MAR-2014

Project End Date:

11-MAR-2015

Termination Date:

Expenditure End Date:

A Active 0003

Alternate Description:

0003

Status Date: 11-MAR-2014

Verify that the transaction is not within 60 days of the period of performance (POP).

Current Amount:

Cumulative Amount:

Maximum Amount:

Total Recipient Share:

Related Grant:

Grant Type:

CA Contract Applied Research

Category:

C Cost Reimbursable

Sub Category:

1400 Aerospace, Aero and Astronautical

CFDA Number:

Sponsor ID:

W31P4Q-10-D-0092

**A risk memo is required for most items procured within 60 days of the POP.
Exception: Requisition to pay rent on a building**

RISK MEMO for a RESEARCH CONTRACT/GRANT ORG CODE

DATE: 01/26/2015
 FROM: Jason Carter TO: Contracts and Grants Accounting
 CENTER/COLLEGE/UNIT: RSESC THRU: Office of Sponsored Programs

I. The following applies to both a Pending (no org code assigned), or Existing Org Code:
 C&G Org Title: FIDD/ARMY/SEDI/0001AF/AE/Unit Maintenance Aerial Recovery Kit (UMARK)
 Existing C&G Org Code/Fund: 675331 / 28388 OR Proposal # for Pending Org. _____
 Agency: DOD/ARMY PI: Jason Carter
 Risk Org Code to be used if agency does not cover the risk amount: 670001 (This cannot be a C&G or Cost-Share org)
 Ctr/College/Unit fiscally responsible for the Risk Org Code: RSESC
 Risk Amount for Pending Org. _____ (Only provide the risk amount if this is for a Pending Research Contract/Grant Org Code)
 Risk Dates: Begin Date: 01/26/2015 End Date: 04/26/2015 (Up to 60 days)
 Replaces previous risk memo(s): No If yes, date(s) of previous risk memo(s): _____ (Please attach previous risk memo)

II. Please Answer the Questions Below for an Existing Org Code:
 Current Balance in the Existing C&G Org Code: \$565,195 as of 01/26/2015
 Current PCP Begin Date: 03/11/2015 End Date: 03/11/2015
 Please choose one:
 A. Pending No Cost Extension Not to exceed: \$150,000 (Cannot exceed current balance)
 B. Pending Additional Funds Amount of overrun allowed: _____
 C. Pending Additional Funds and Extension of POP. Amount of overrun allowed: _____
 D. Pending Approval for Specific Exp: How much? _____ Exp. Description: _____
 E. Final Risk Memo - No Further Charges
 Risk Amount _____

Review risk memo for any discrepancies. Banner reports transactions real-time so the current balance may not agree to banner once we receive the risk memo.

This option should only be selected if all the following apply: 1) the existing risk memo has expired, 2) the agency has not yet approved the risk request, and 3) there will be no further charges made on the Existing Research Org. In the event that this option is selected, C&G Accounting will not allow any further charges to be made against this org, nor will they transfer the unapproved charges to the Risk Org while this risk memo is in effect. No additional risk will be approved beyond this 90 day period

At the end of the risk period, if the agency has not provided funding or approved the request, (1) the related expenses will be charged to the Risk Org Code by C&G Accounting, and (2) the C&G Research Org Code will be frozen. Should the agency provide the funding or approve the request after the Risk Org Code has been charged, OSP will notify C&G Accounting to reverse the journal entry to the Risk Org Code.

III. Please obtain the following signatures:

Principal Investigator: [Signature] 1/26/2015 Date: _____
 Dean/Director: [Signature] 1/26/2015 Date: _____
 OSP Director: [Signature] 1/26/15 Date: _____
 Chief Research Budget Director: [Signature] 1/30/15 Date: _____
 Budget Unit Head: [Signature] 1/26/2015 Date: _____
 OSP Contract Admin: [Signature] 1/29/15 Date: _____
 non-concurrence: _____
 Vice President for Research: [Signature] 2/2/15 Date: _____

YPR approval is necessary if:
 (1) Risk Org Code belongs to a research center and the risk amount is above \$25,000, or
 (2) Risk Org Code belongs to research center and the risk amount is \$25,000 or less but did not get approved by OSP Director

Vice President for Research

Accurate Machine & Tool Corp.

226 Celtic Drive
Madison, AL 35758
Phone: (256) 461-8063
Fax: (256) 461-8502

Quotation

Quote UAH Central Receiving Bldg
To: P0051885/Rozella Coggin
301 Sparkman Drive
Huntsville, AL 35899
United States

| | | | |
|---------------|------------------------|-----------|----------------|
| Quote Number: | 20150011 | Contact: | Clay Colley |
| Quote Date: | 01/13/15 | Expires: | 02/12/15 |
| Customer: | UAH001 | Inquiry: | Net 30 Days |
| Salesman: | House - Inside Sales | Phone: | (256) 824-6570 |
| Ship Via: | AMT Truck - Huntsville | FAX: | (256) 824-6161 |
| | | Delivery: | 1 Week ARM |

Thank you for your business.

| Item | Part Number Description | Revision | Quantity | Price |
|------|---|----------|----------|---------------|
| 1 | 1046822 Sling Link Assembly - Update Part Marking to New Requirements | - | 8 | \$35,0000 /EA |
| 2 | 1046826 Multi-Platform Assembly - Update Part Marking to New Requirements | A | 4 | \$35,0000 /EA |
| 3 | 1046842 Lower ESSS Assembly - Update Part Marking to New Requirements | - | 2 | \$35,0000 /EA |
| 4 | 1046846 Upper ESSS Assembly - Update Part Marking to New Requirements | - | 2 | \$35,0000 /EA |
| 5 | 1046848 CH-47 FWD Landing Gear Lug - Update Part Marking to New Requirements | - | 2 | \$35,0000 /EA |
| 6 | 1046849 CH-47 Fwd LG Bushing - Update Part Marking to New Requirements | - | 2 | \$35,0000 /EA |

Total: ~~\$700.00~~

Please provide current dxf/dwg files upon submittal of order.
Delivery may vary based upon current workload at time of order.

Thank you for the opportunity to submit this quote.

AMT is not responsible for damage to goods after 30 days from shipment.

Source Selection Information
See FAR 3.104

Is the item an allowable
charge on the contract
or grant?

U.S. Army Research, Development and Engineering Command, AMRDEC
Softward, Aviation and Weapon Systems Research, Engineering and Lifecycle Support - UAH
YEAR 4 - 1 October 2013 - 30 September 2014

TASK ORDER NO.
Task Title: UMARK Phase 5 (Certification)
Date: 18 NOV 2013
Requested By:
PAN:
PREDOMINANCE OF WORK PERFORMED AT UAH? (Y/N)

CONTRACT:
UAH Principal Investigator:
PHONE:
Office Symbol:

W31PQO-10-D-0092
Jason Carter
256-624-6399
RSEBC

47.3%

COST ANALYSIS ESTIMATE

| 1. LABOR | | | | |
|---------------------------------------|------------|------------------|----|------------|
| LABOR CATEGORY | # OF HOURS | RATE | | SUB TOTAL |
| Professor/Project Director | 208 | \$ 170.69 | \$ | 35,503.52 |
| Associate Professor | | \$ 120.08 | \$ | - |
| Assistant Professor | | \$ 135.27 | \$ | - |
| Research Scientist II | 1872 | \$ 135.33 | \$ | 245,849.76 |
| Research Scientist I | | \$ 84.66 | \$ | - |
| Engineering Research Associate II | 312 | \$ 57.29 | \$ | 17,874.48 |
| Engineering Research Associate I | 418 | \$ 38.54 | \$ | 16,032.64 |
| Simulation Analyst II | | \$ 42.03 | \$ | - |
| Information Specialist | | \$ 76.10 | \$ | - |
| Test Engineer | | \$ 51.17 | \$ | - |
| Engineering Assistant/Technician | | \$ 31.60 | \$ | - |
| Jr. Engr. Asst | | \$ 25.05 | \$ | - |
| Graduate Assistants | | \$ 45.15 | \$ | - |
| Senior Technical Specialist | | \$ 88.96 | \$ | - |
| Technical Specialist | | \$ 48.85 | \$ | - |
| Balistics Engineer | | \$ 90.33 | \$ | - |
| Sr. Research Info Scientist | 1872 | \$ 143.95 | \$ | 269,474.40 |
| Senior Research Information Scientist | | \$ 68.25 | \$ | - |
| Research Program Coordinator | | \$ 46.81 | \$ | - |
| Undergraduate Assistant | 832 | \$ 16.23 | \$ | 13,503.36 |
| | 5,512 | TOTAL LABOR COST | \$ | 598,238.16 |

| 2 MATERIALS/SUPPLIES (Attach Waiver or CAPR, if applicable) | | | | |
|---|----------|------------------|----|----------------|
| ITEM DESCRIPTION | QUANTITY | UNIT PRICE | | EXTENDED PRICE |
| UH-72A Crane Rental | 1 | \$ 4,173.00 | \$ | 4,173.00 |
| OH-58 Cross Tube Sling Keepers | 3 | \$ 925.00 | \$ | 2,775.00 |
| UH-72 Cross Tube Sling Keepers | 3 | \$ 970.00 | \$ | 2,910.00 |
| Arbortek Print Composer (final format viewer) | 4 | \$ 440.00 | \$ | 1,760.00 |
| Conduct Tailboom Structural Verification Test | 1 | \$ 29,898.00 | \$ | 29,898.00 |
| MBS Testing on Metallic Components (PH) | 2 | \$ 4,000.00 | \$ | 8,000.00 |
| Sling Life Testing | 2 | \$ 8,000.00 | \$ | 16,000.00 |
| Sling Cover Material Trade Study | 1 | \$ 7,000.00 | \$ | 7,000.00 |
| UFP Case and Contents | 1 | \$ 11,939.89 | \$ | 11,939.89 |
| ECS Case and Contents | 1 | \$ 12,592.56 | \$ | 12,592.56 |
| Barry Cordage Sling Set | 1 | \$ 58,750.00 | \$ | 58,750.00 |
| Accurate Machine and Tool Corp | 1 | \$ 15,534.00 | \$ | 15,534.00 |
| Ameritool Pins | 1 | \$ 1,107.00 | \$ | 1,107.00 |
| Avibank Pins | 6 | \$ 625.16 | \$ | 3,750.96 |
| Fatigue Life Testing of UMARK Metallic Parts | 1 | \$ 91,700.00 | \$ | 91,700.00 |
| Non-Destructive Evaluations on UMARK Metallic Components | 12 | \$ 400.00 | \$ | 4,800.00 |
| Miscellaneous Test Materials | 1 | \$ 5,354.35 | \$ | 5,354.35 |
| | | TOTAL COST | \$ | 282,044.76 |
| | | OP EXPENSE 47.3% | \$ | 133,407.17 |
| | | TOTAL MATERIALS | \$ | 415,451.93 |

| 3 TRAVEL | | | | |
|----------------------------------|------------|------------------|----|-----------|
| DESTINATION | # OF TRIPS | # OF PEOPLE/DAYS | | COST |
| DT Brown (New York) | 5 | 2/5 | \$ | 13,202.70 |
| Holloway Houston (Houston, TX) | 5 | 2/5 | \$ | 13,702.35 |
| Barry Cordage (Montreal, Canada) | 1 | 2/5 | \$ | 4,102.92 |
| | | TOTAL COST | \$ | 31,007.97 |
| | | OP EXPENSE 47.3% | \$ | 14,866.77 |
| | | TOTAL TRAVEL | \$ | 45,874.74 |

| 4 EQUIPMENT (Attach Waiver or CAPR, if applicable) | | | | |
|--|----------|-----------------|----|----------------|
| ITEM DESCRIPTION | QUANTITY | UNIT PRICE | | EXTENDED PRICE |
| | | | \$ | - |
| | | | \$ | - |
| | | TOTAL COST | \$ | - |
| | | OP EXPENSE (0%) | \$ | - |
| | | TOTAL EQUIPMENT | \$ | - |

| 5. TOTAL COST SUMMARY | | | | |
|-------------------------------|--|--|----|--------------|
| a. Total Labor | | | \$ | 598,238.16 |
| b. Total Material (inc. fees) | | | \$ | 415,451.93 |
| c. Total Travel (inc. fees) | | | \$ | 45,874.74 |
| d. Total Equipment | | | \$ | - |
| e. TOTAL EST. COST (a+b+c+d) | | | \$ | 1,059,564.83 |

Review the
approved
budget to
determine if
the items are
allowable.

Document Identification

| | | | |
|-----------------|----------|----------------|-------------|
| Document Number | R0075365 | Type | Requisition |
| Originator: | CURRYC | Celia A. Curry | |

✓ There are no approvals required at this time

Approvals recorded

| Queue | Level | Date | User |
|-------|-------|--------------|--------------------|
| OSP1 | 100 | Feb 04, 2015 | Deonah T. Norfleet |
| DENY | 0 | Jan 30, 2015 | Deonah T. Norfleet |
| 67M4 | 100 | Jan 14, 2015 | Jason W. Carter |
| 67M4 | 100 | Feb 02, 2015 | Jason W. Carter |

If requisitions are not approved by the last day of the month, the transaction date has to be reset by purchasing.

RELEASE: 8.5.0.4



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Hot Topic #3



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My account is Frozen!





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Why is my account frozen?

- POP Ended
- Overrun
- Overspent Categories
- Expired Risk Memo
- Cost Share Deficient





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POP Ended

- Accounts will be frozen after last payroll posts in Banner



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Overruns

- Overruns <\$100 will be written off to VPR
- Overruns >\$100 must be corrected
 - Journal Entry - operating expenses
 - Retro - labor expenses
- Cannot move charges from one research account to another to cover overruns
- pcard@uah.edu will be notified of overruns. The org will not be available for allocation.



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Overspent Categories

- C&G notifies the department of any categories overspent
 - Ex: Salaries & Wages, Operating Expenses, Travel
 - Excludes Account Code 7910
 - If 7910 is overspent, there is a misstatement of the direct charges on the account
 - Account will be frozen until realignment is received





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EXPIRED

Expired Risk Memo

- C&G will freeze the account
- Notify the dept
- Proceed with directives listed on the risk memo



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Cost Share Deficient

- C&G will freeze the prime account until resolved



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Agency Distribution

| |
|--------------------------|
| CONTRACTS AND GRANTS |
| Staff |
| Responsibilities |
| Agency Distribution |
| Reporting |
| Resources |
| Sponsored Programs (OSP) |
| Stimulus Funding |
| Contact Info |

Accountants for Supporting Agencies

Commercial

Nedric Jones ✉ nedric.jones@uah.edu

NASA Marshall, USDA, NOAA, Other NASA

Noelle Schneider ✉ jns0027@uah.edu

State, AMCOM D92

De'Onah Norfleet ✉ dtn0002@uah.edu

NSF, Dept. of Transportation, Dept. of Education

Dawn Sylvester ✉ dms0017@uah.edu

Dept. of Energy, SAIC, DHHS

Tessa Brown ✉ tlb0008@uah.edu

Academic, Other Private, IPA, Other Federal

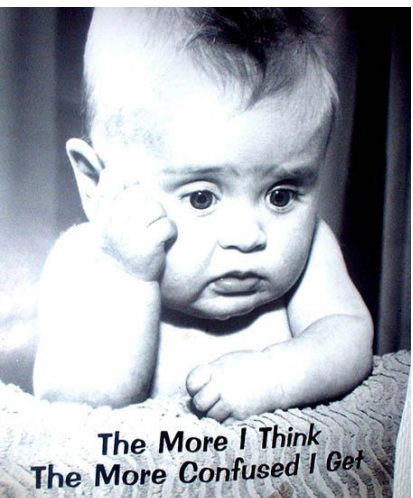
Jeremy Prater ✉ praterj@uah.edu

AMCOM D11

Mary Smith ✉ mjs0015@uah.edu

NASA Goddard, SMDC

Pierre Edwards ✉ pae0001@uah.edu





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Contracts & Grants Accounting

| Title | Contact | Phone | Email Address | Campus Address |
|-----------------------|------------------|--------------|--|-----------------------|
| Director | Valarie King | 824-2231 | vlk0001@uah.edu | SKH 237 |
| Senior Accountant | Tessa Brown | 824-6265 | tlb0008@uah.edu | SKH 235 |
| Senior Accountant | Nedric Jones | 824-6554 | npj0002@uah.edu | SKH 253 |
| Accountant II | Mary Smith | 824-6068 | mjs0015@uah.edu | SKH 233 |
| Accountant II | Noelle Schneider | 824-2232 | jns0027@uah.edu | SKH 252 C |
| Accountant II | Pierre Edwards | 824-6421 | paec0001@uah.edu | SKH 252 B |
| Accountant I | De'Onah Norfleet | 824-2240 | dtm0002@uah.edu | SKH 234 |
| Accountant I | Jeremy Prater | 824-2235 | praterj@uah.edu | SKH 251 |
| C&G Administrator | Dawn Sylvester | 824-2234 | dms00017@uah.edu | SKH 254 |
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